



PERMANENT SIGN PERMIT

(See reverse side of this form for instructions & requirements.)

ALL FREESTANDING SIGN APPLICATIONS SHALL BE ACCOMPANIED BY A PLOT PLAN SHOWING THE PROPERTY LINES AND ANY EASEMENTS. FRONT PROPERTY CORNERS SHALL BE STAKED AND THE SIGN SITE LOCATION APPROVED BY STAFF BEFORE ISSUANCE OF A SIGN PERMIT.

PARCEL: 406-_____ - _____

ZONING DISTRICT: _____

BUSINESS REGISTERED? _____

CHANGE OF USE? _____ (yes/no)

VALUE OF SIGN: _____ (cost of material + amount for labor or actual cost)

C.O.# _____ (N/A if no recent Building Permit required.)

SIGN PERMIT # _____

Double Fee shall be charged for all signs erected without a permit.

APPLICANT BUSINESS NAME OR OCCUPATION _____

(Such as Safety Sign Company)

APPLICANT'S MAILING ADDRESS _____

(Street and / or P.O. Box Number)

City _____ State _____ Zip Code _____ Phone _____

LOCATION OF THIS (THESE) SIGN (S) _____

Business Name

PHYSICAL ADDRESS WHERE SIGN IS TO BE INSTALLED _____

LINEAL FEET OF BUILDING FRONTAGE _____

DIMENSIONS OF OTHER SIGN(S) EXISTING ON PROPERTY _____

DIMENSIONS OF SIGN(S) COVERED BY THIS PERMIT _____

PHYSICAL LOCATION & MOUNTING _____

Must be accompanied by Plot Plan

IT IS AGREED TO ERECT OR CONSTRUCT THIS (THESE) SIGN (S) IN CONFORMITY WITH THE LAWS OF THE CITY OF COTTONWOOD AND THE STATE OF ARIZONA. ALL SIGNS, AWNINGS, OR ANY OTHER STRUCTURES REQUIRING A PERMIT SHALL ALSO BEAR THE PERMIT NUMBER IN LEGIBLE LETTERS. **FREESTANDING SIGNS MUST DISPLAY ADDRESS NUMBER OF BUILDING.**

Contractor, Owner or Agent _____

PLEASE PRINT NAME _____

Date _____

DRAWINGS SHALL BE PROVIDED BY APPLICANT WITH COLOR SAMPLES PER ORDINANCE. PLOT PLANS AND DRAWINGS SHALL BE ON 8 1/2" X 11" SHEETS OF PAPER FOR THE PERMANENT OFFICE FILES, TO SCALE, AND PROFESSIONAL APPEARANCE. GIVE DETAILS IF ELECTRICALLY LIGHTED ON SEPARATE 8 1/2" X 11" SHEET OF PAPER. TWO INSPECTIONS ARE REQUIRED FOR ELECTRICAL SIGNS. CALL 634-0260 FOR INSPECTIONS BEFORE MOUNTING ELECTRICAL SIGN AND UPON COMPLETION.

- ☐ Applicant Copy
- ☐ File Copy
- ☐ Assessor's Copy

ZONING APPROVAL: _____ FEE: _____
B/S APPROVAL: _____ FEE: _____
ISSUED BY: _____ DATE: _____
RECEIPT NUMBER _____ FINAL: _____